

## **March 2024 Board Meeting**

*Meeting Location: District Office and Virtual*

*Meeting Date: Wednesday, March 6, 2024*

### **Members present**

Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

### **Others present**

Superintendent Christine Fitzgerald, Business Administrator Tyrel Pemberton, Assistant Superintendent Julie Holt, Commissioner Stubbs, Mason Lyman, Jeff Winget, Trevor Olsen, Ryan Palmer, Amanda Lincoln, Jenna Olson, KC Olson

**Meeting called to order at 3:03 PM**

## **A. Approval of Agenda**

---

### **1. Approve Agenda**

*Motion to Approve the Agenda.*

Motion by Colleen Benally, second by Nan Barton.

Final Resolution: Motion Carries

Yea: Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

## **B. SJ Quest Update**

---

### **1. Spotlight Report- - Sterling Scholar - Christy Fitzgerald- 3 min**

Superintendent Fitzgerald highlighted the San Juan Sterling Scholars who competed in this week's competition. San Juan had 25 participants, and 12 placed, with a winner from Monticello High School and the general scholarship winner from San Juan High School, winning \$2,500 in scholarship funds each. The remaining 10 runners up received scholarships of \$1000 each. Mrs. Fitzgerald expressed appreciation for our district Sterling Scholar advisors who worked dedicatedly with our students to help them prepare portfolios and presentations.

**C. Board Discussion Items** *(Note, discussion items not discussed before 5PM break will be discussed later in the agenda at the board's discretion)*

---

### **1. K-6 English Language Arts Curriculum Adoption - 2nd viewing - Jeff Winget & Julie Holt - 10 min**

Assistant Superintendent Julie Holt and Curriculum Director Jeff Winget shared an overview of the process of curriculum options and selection of programs being considered. Mr. Winget noted that the team considered first the response from their sample group, the long term potential of the programs, and finally, the estimated cost per student. The two programs considered were the district's current platform, McGraw Hill Wonders, and a newly introduced program Amplify CKLA. Teacher feedback in pilot schools who sampled the CKLA program was overwhelmingly positive.

Board Member Nan Barton also expressed her observation and communication with teachers regarding the CKLA program has been positive.

This discussion is follow-up to the previous month's introduction of the curriculum adoption and is added as an Action Item later in this meeting.

## **2. School Land Trust Amendment - Monticello Elementary School - Julie Holt - 3 min.**

Assistant Superintendent Julie Holt presented the proposals from MES to use the funds accrued from the vacant computer lab para salary and benefits over this year to implement the paid version of the ZEARN intervention software. She stated that the free version has been helpful but there are components of the paid version that would make math interventions very helpful for teachers and paraprofessionals. One of the important components is the flexibility to create student assignments and to assign individual lessons not modules. Another component of the paid version that will be helpful is the ability to roster students via Classlink. The financial adjustment in the amendment is \$2,500 of the available \$5,000 will be adjusted from salary and benefits to purchase ZEARN math software licenses for K-6. The remaining 2,500 will be planned for carry-over.

## **3. School Land Trust Amendment - Monticello High School - Julie Holt - 3 min.**

Assistant Superintendent Julie Holt shared the proposed change to the MHS SLT Goal #3 stating that in addition to the current consultant plan outlined in Goal #3 MHS will add instructional support to MHS administrators/teachers. These consulting sessions support administration and teachers in targeting their instructional support to align with 90-Day Plan goals and action steps towards impacting Tier-1 instructional strategies. The fiscal adjustment requested in the amendment is to hire a consultant \$10,500 (consultant fees), including salaries and benefits \$1,200 (teacher stipends).

## **4. SJSB Policy 6130 Tuition, Fees, Fines, and Charges - 3rd viewing - Tyrel Pemberton - 5 min.**

Tyrel Pemberton shared changes and adjustments in Policy 6130 to eliminate duplicate language, update to Utah Code, and clarify language to specify that students with unpaid fines can be

withheld from extracurricular activities, but not inter-curricular academic school events. This is a 3<sup>rd</sup> viewing of this policy and is presented as an Action Item later in this meeting.

#### **5. SJSD Policy 2270 Board Meetings - 2nd Viewing - Tyrel Pemberton - 3 min**

Policy committee recommends required language from State Code regarding public comment period within board meetings. It is noted that the board has been practicing the updated policy for some time, but it needed updated in the written Policy.

Board Member Merri Shumway noted that the public may not be aware they can observe work sessions if they wish. In future board notices, it will be added that Eva, Tyrel and Superintendent will adjust the Board Notice advertisement to reflect this request.

#### **6. Payroll Distribution - Tyrel Pemberton - 10 min**

Business Administrator Tyrel Pemberton shared a presentation noting current payroll practices and the number of employees served by the payroll office of 650-750 depending on the time of year. The presentation included added payroll manual adjustments required by the office and the potential workload impact a semi-monthly payroll could incur. Payroll deductions done manually can include, but are not limited to: rent, garnishments, meals, time clock errors/adjustments, missed punch in/out, additional pay or duties, training pay, travel, substitutes, etc.

Additional manual factors include over 550 accounts within the district for correct allocations.

The board discussed pros and cons of potentially changing the payroll schedule to semi-monthly.

#### **7. Proposed 2024-25 Fee Waiver & Spend Plans/Program Sustainability Fees & Policies 6130**

The board reviewed proposed Spend Plans for the 2024-25 School Year, along with the Program Sustainability Fees and applicable policy. The meal allotment was discussed, considering raising the allotment from \$13 to \$14 or \$15 to assist students who qualify for fee waiver.

#### **8. Out-of-State Student Enrollment Procedures - Christine Fitzgerald - 5 min.**

Superintendent Fitzgerald shared the number of Out of State (OOS) Admissions and Enrollment forms, noting that the presented drafts have been updated with Utah Code 53G-6-306 and "Kindergarten through Twelfth Grade" to exclude preschool. She discussed parental requests for OOS admission, noting the majority of them were logistical proximity to schools, or students belonging to SJSD employees who work in the school. OOS student admission forms for school year 2023-2024 are attached and require Board action to waive tuition for the 2023-2024 school year. In the future, these forms will be attached in August and September for Board action.

## **9. 2024 SJSD School Graduation Schedule - Christine Fitzgerald - 5 min**

A draft of the SJSD School Graduation Schedule was presented. Board members identified ceremonies they planned to attend.

## **10. Blanding Elementary School Follow-up - Tyrel Pemberton - 10 min**

Business Administrator Tyrel Pemberton shared an updated floor plan of the proposed Blanding Elementary School (BES), noting that BES faculty requests for additional classrooms was added per the previous board meeting public comment.

## **11. Capital Project Needs - Tyrel Pemberton - 10 min**

Business Administrator Tyrel Pemberton shared two pressing that our Buildings and Grounds Director, Tom Corrao has requested gain attention this summer. The projects in include Montezuma Creek Elementary playground replacement, for safety and disrepair reasons; This project is estimated between \$170,000-\$270,000; and the Navajo Mountain HVAC Unit Replacement, which is estimated at \$515,000.

These expenditures would likely not take place until the next fiscal year and would be included in the budget we adopt for FY25 and therefore would not require any type of budget adjustment currently. Mr. Pemberton supports the request and seeks board approval of both projects, as procurement requirements and lead times of equipment are pressing the timeline to allow these projects to begins this summer while students are not in the building.

This is item is included as an Action Item later in the meeting.

## **12. Open and Public Meetings Act Training - Tyrel Pemberton - 10 min**

Business Administrator Tyrel Pemberton led the required annual training of the Open and Public Meetings Act (OPMA) for all SJSD board members as required by the Utah Office of the Attorney General and the County Attorney.

## **D. School/Director - Board Reflection Opportunity 4:00 p.m.**

### **1. Report- Monticello Elementary School - Jenna Olson - 10 min**

Principal Jenna Olsen shared Goals for Monticello Elementary School, attendance historical and current data, as well as testing scores. She noted challenges the school experienced, including employee attrition and a large number of IEP students.

Celebrations shared include involvement of the pilot program for curriculum (CKLA), accelerated progression from Tier 3 Math interventions and a 100% of students (up from last year's 74%) making adequate growth in ELA. Mrs. Olson also noted that full-day Kindergarten has had extremely positive reviews.

## **2. Report- Monticello High School - KC Olson - 10 min**

Principal KC Olson shared school goals, attendance data, two years of ACT scores, graduation rates and Rise and Aspire testing data. He stated that challenges include an increased workload in Instructional Coaching as there are currently 6 provisional teachers on staff, as well as the time commitment of the extensive Accreditation process that consumed the 1<sup>st</sup> Quarter of the year.

Celebrations at MHS include a 4.5 out of 5.0 score for PLC practices, a continued decrease in failing grades given, and a completed Accreditation submission.

**E. Break - @ 5:00 p.m.**

---

**F. Welcome and Recognition of Guests - 6:00 p.m.**

---

**G. SJ-2 Recognition Awards**

---

**1. San Juan Sweet Job Award: Halcy Burton - MES**

**2. San Juan Sweet Job Award: Liz Bailey - MHS**

**H. Citizen Comments**

---

**1. Citizens' Comments**

Citizens Paul MacDonald, Tiawana Moses, Chad Moses, Steve Hiatt, Linda Kieser and Mason Lyman commented regarding concerns of the location selected for the new Blanding Elementary School. Concerns regarding traffic flow, land size, public notice, and land/ground composition were all cited as perceived concerns. Letters, where applicable, were presented to the board, along with public comment.

Blanding Elementary School Vice Principal Kaitlyn Lyman (via email) thanked the board for their adding the requested classrooms, per faculty input from the February 2024 board meeting.

**I. Closed Session** *(At Board Discretion, Closed Session may be Moved)*

---

**1. Purchase, exchange or lease of real property**

**2. Litigation**

***Motion to go into Closed Session to discuss Litigation.***

Motion by Nelson Yellowman, second by Merri Shumway.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

### **3. Personnel**

*Motion to go into Closed Session to discuss Personnel.*

Motion by Merri B Shumway, second by Nan Barton.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

## **J. Consent Agenda**

---

### **1. Minutes**

### **2. Revenue Reports**

### **3. Expenditure Reports**

### **4. School Expenditure Reports**

### **5. Personnel Report(s) and Information**

### **6. Monthly Checks**

### **7. Board Travel Reports**

### **8. Home School Requests**

### **9. Student Hearings**

### **10. School Land Trust Amendments**

### **11. SJSB Revised School Spend Plans**

### **12. Spring 2024 Activity Reports and 150 Mile Forms**

### **13. Approval of all Consent Agenda Items**

*Motion to Approve the Consent Agenda.*

Motion by Colleen Benally, second by Nan Barton.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

## K. Possible Action Items

---

### **1. K-6 English Language Arts Curriculum Adoption**

#### ***Motion to adopt proposed K-6 CKLA English Language Arts Curriculum.***

Motion by Merri B Shumway, second by Nan Barton.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

*Discussion:* Board Member Black requests total cost and information for budget adjustments for the cost of the curriculum. Business Administrator Pemberton noted that there is funding set aside annually in the budget for curriculum adoption, and any overages will be contributed from the general fund to cover exceeded allotments, if any.

### **2. School Land Trust Amendment - Monticello Elementary School**

#### ***Motion to accept School Land Trust Amendment for Monticello Elementary School.***

Motion by Merri B Shumway, second by Nan Barton.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

### **3. School Land Trust Amendment – Monticello High School**

#### ***Motion to accept School Land Trust Amendment for Monticello High School.***

Motion by Nan Barton, second by Colleen Benally.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

### **4. Policy 6130 Tuition, Fees, Fines, and Charges**

#### ***Motion to accept proposed changes Policy 6130 Tuition, Fees, Fines and Charges, as presented.***

Motion by Steve Black, second by Nelson Yellowman.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

## **5. Policy 2270 Board Meetings**

*Motion to approve updates to Policy 2270 Board Meetings, as presented.*

Motion by Nan Barton, second by Colleen Benally.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

*Discussion:* Board Member Merri Shumway requests added verbiage to Board Meeting Notices to include allowing public to attend Work Sessions if they wish.

## **6. 2024-2025 Spend Plans/Fee Schedule**

*Motion to accept the SY24-25 Spend Plans/Fee Schedule with the meal reimbursement at \$14.00.*

Motion by Merri B Shumway, second by Nelson Yellowman.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

## **7. Out-of-State Transfer Students**

*Motion to waive tuition for the six (6) listed Out of State students provided for the 23-24 School Year.*

Motion by Steve Black, second by Colleen Benally.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

*Discussion:* Board Member Merri Shumway requests reasoning. Superintendent Fitzgerald noted they are in close vicinity of the schools, and one has a parent who works at TES and requests attendance.

## **8. BES Project**

*Motion to direct administration to evaluate the location of BES and if a Special Board Meeting is needed, to request the Special Meeting.*

Motion by Steve Black, second by Merri B Shumway.

Final Resolution: Motion Carries



Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

*Discussion:* Requests time to address the comments made in public forum. Board President noted that it is the Board's practice to give district administration the directive to address public comment and follow up with public if they requested such. Board Member Shumway re-declared her reasoning for not declaring a conflict of interest regarding the property in discussion.

***Motion to amend the motion that the board member committee assigned to the BES project be included in the administrative discussion regarding the location.***

Motion by Merri B Shumway, no Second. Motion dies.

## **9. Capital Projects**

***Motion to approve the HVAC at Navajo Mountain in the estimated amount of \$515,000 and the Montezuma Creek Elementary School playground replacement in estimate of \$170-270,000 for the ongoing revenues in FY 25.***

Motion by Nelson Yellowman, second by Colleen Benally.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

## **10. Provisional Contract Renewal for 2024-2025 School Year**

***Motion to approve the Provisional Contract Renewal provided to the board for 2024-2025 School Year.***

Motion by Merri B Shumway, second by Nan Barton.

Final Resolution: Motion Carries

Yea: Nelson Yellowman, Merri B Shumway, Lori Maughan, Steve Black, Colleen Benally, Nan Barton

## **L. Information Items**

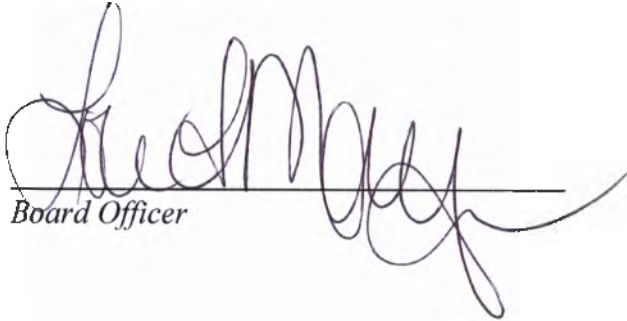
---

- 1. Next Board Meeting April 10, 2024 @DO/Virtual**
- 2. Spring Break - No School - March 11-15, 2024**
- 3. USBA Regional Meeting @ SJSD Board Room - March 19, 2024, 6pm**
- 4. Good Friday Holiday - No School - March 29, 2024**

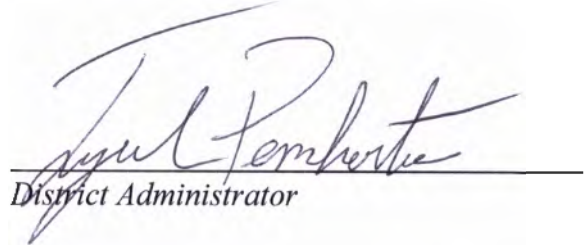
M. Adjournment

---

**1. Adjournment**



*Board Officer*



*District Administrator*